

**Bradley Public Library**  
**Board of Trustees**  
**Regular Meeting – May 17, 2023**  
**Frances Wertz Conference Room**

President Bayer called the meeting to order at 6:01 p.m.

**Trustees Present:** Karen Bayer, Madonna Benoit, Lucson Edme, Brandon Hawkins, Ellie Rorabaugh, Liz Yolich

**Trustees Absent:** Nick Allen

**Also Present:** Jodie DePatis, Director, Marie Cowden, Recording Secretary

**SWEARING IN OF NEW TRUSTEES:** Madonna Benoit, Lucson Edme, and Ellie Rorabaugh were sworn in as elected Trustees by Recording Secretary, Marie Cowden. Elected trustee Nick Allen was sworn in by Cowden prior to the meeting on May 16, 2023.

**BOARD RE-ORGANIZATION:**

- **Elect President:** Trustee Benoit made a motion to appoint Trustee Karen Bayer as President and Trustee Edme seconded. Motion carried by unanimous vote
- **Elect Vice President:** Trustee Bayer made a motion to appoint Trustee Lucson Edme as Vice-President and Trustee Benoit seconded. Motion carried by unanimous vote.
- **Elect Secretary:** Trustee Bayer made a motion to appoint Trustee Madonna Benoit as Secretary and Trustee Rorabaugh seconded. Motion carried by unanimous vote.
- **Elect Treasurer:** Trustee Bayer made a motion to appoint Trustee Nick Allen as Treasurer and Trustee Benoit seconded. Motion carried by unanimous vote.

- **Appoint Committees:**

**Legal:** Trustee Nick Allen, Trustee Karen Bayer, Trustee Brandon Hawkins, and Trustee Liz Yolich

**Finance:** Trustee Nick Allen, Trustee Karen Bayer, and Trustee Lucson Edme

**Personnel:** Trustee Karen Bayer, Trustee Madonna Benoit, and Trustee Ellie Rorabaugh

Trustee Rorabaugh made a motion to accept committee appointments and Trustee Edme seconded. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.

**APPROVAL OF MINUTES:**

Trustee Edme made a motion to accept the minutes of the April 19, 2023 Regular Library Board meeting with a correction under Commercial/Liability Insurance Renewal Options: to change the word Library to Liberty. Trustee Benoit seconded the motion and motion carried by unanimous vote.

**PUBLIC COMMENT:** None

**FINANCIAL REPORT AND APPROVAL OF VENDOR PAYMENTS:**

Trustee Bayer made a motion to accept the Treasurer's Report as submitted and to accept Vendor Payments in the amount of \$34,825.90 for the month of April 2023. Trustee Hawkins seconded the motion. Motion carried by roll call of 6 ayes, 0 nays, 1 absent.

**DIRECTOR'S REPORT:**

(Statistical Reports Attached)

Director DePatis stated the following:

- **Building/Maintenance:** New insurance paperwork has been returned and the old policies have been cancelled. Langlois Roofing was called to schedule an annual roof inspection. Matco scheduled the annual sprinkler inspection for the end of May. Several of the surplus furniture items have been posted on the RAILS boards with some being claimed already. Items that aren't claimed will be put on Facebook.
- **Programs:** BPL staff attended the May 4<sup>th</sup> I-Kan Teen Mental Health & Wellness Summit. The chicken eggs from the University of Illinois Extension Office have hatched with a record breaking 14 chicks.

Summer reading sign-ups begin May 22 with several programs and prize baskets being sponsored by the Friends of the Library. The Summer Family Markets contract has been signed and returned with dates of July 6, July 27, and Aug 14. All will be held from 5-6:30pm. We gave out ten Narcan kits in April. We were awarded \$843.29 from the Ross stores Boys & Girls Clubs fundraiser to be used to benefit our youth services department.

- **Continuing Education:** Continuing Education: Jodie attended the HR Source Roundtable via Zoom on April 20 and the Kankakee County Summit on Homelessness on May 4. BPL hosted the KALA youth services meeting on May 3 with 10 people attending. Information Services Coord. Christina attended the 1 day ILA Reaching Forward Conference on May 5.
- **Personnel:** Personnel: Help wanted information has been posted for a PT evening/weekend Circulation Clerk and a temporary Youth Services Summer Assistant. BPL is opening late on Wed. May 24 due to an all staff meeting.
- **Technology:** Technology: Biblioboard had 379 yearbook views in April. Erate discount for FY2023-24 was approved for \$6,313.92. Jodie attended the PrairieCat Delegates meeting on April 36 where it was voted to have all PrairieCat members join the ebook/audiobook consortium eRead Illinois to receive a group discount. Paperwork to add eRead Illinois to our electronic resources was completed.
- **Legal:** Paperwork informing the Illinois State Library that our Board vacancies have been filled was filed.

#### **COMMITTEE REPORTS:**

**Friends of the Library:** President Bayer informed Trustees that the Friends of the Library book sale on April 27-29<sup>th</sup> made a profit of \$2,048.71. She stated that it was the most profitable sale to date. Discover Books took the books that didn't sell and the DVD's and CD Audio's that didn't sell were donated to Goodwill. Profits from the sale will be used to fund programs.

#### **UNFINISHED BUSINESS:**

- **2021 Tax Computation Report:** Director DePatis distributed report and topic discussed.
- **Decennial Committees on Local Government Efficiency Act:** The first of three required meetings are taking place today after the Regular Board meeting is adjourned.

#### **NEW BUSINESS:**

- **Finance Committee set date for budget meeting:** Trustee Bayer will reach out to confirm with Trustee Allen a date to meet before the June board meeting due to his absence at today's meeting.
- **Personnel Committee set date for salary meeting:** Trustee Bayer, Trustee Benoit, Trustee Rorabaugh, Director DePatis agreed to meet on June 2<sup>nd</sup> at 10 a.m.

**COMMUNICATIONS/CORRESPONDENCE:** None

#### **ADJOURNMENT:**

At 6:48 p.m. Trustee Hawkins made a motion to adjourn. Trustee Benoit seconded the motion and motion carried by unanimous vote.

The next regularly scheduled board meeting will be Wednesday, June 21<sup>st</sup> at 6:00 p.m.

Respectfully Submitted,

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Madonna Benoit  
Secretary

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Marie Cowden  
Recording Secretary